

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
March 7, 2016

The Lyndon City Council met in regular session on Monday, March 7, 2016, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Brandon Smith and members Chris Cole (7:20), Darby Kneisler, Doug Watson, Bill Patterson and Steve Morrison present.

City Staff present: City Attorney, Pat Walsh; Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald Chronicle; Steve Zerr, Rockin Z.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Patterson made the motion to approve the Regular Meeting minutes of February 15, 2016 as written. Kneisler seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Morrison made the motion to approve the bills as set forth. Watson seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL: None.

6. UNFINISHED BUSINESS:

- a. SEWER PLANT EVALUATION UPDATE: The City Clerk stated Donna Crawford from Governmental Assistance Services called in regards to setting a meeting with Council to discuss the grant process and possible contract. Ms. Crawford stated she would meet with Council on a Saturday morning if needed and after further discussion; it was consensus of the Council to have Ms. Crawford attend a meeting that would work into her schedule.
- b. HERITAGE TRUST FUND GRANT: The City Clerk provided Council with a copy of the grant agreement and the letter accepting the grant approved at the previous meeting. The City Attorney stated he reviewed the contract and discussed it with Council. He reiterated the cost of the project is paid by the City at 100%, reimbursed 70% of each completed item listed on Page 3d until

project is completed at which time the other 10% will be paid. The grant also requires a 5-year routine maintenance plan on the Bailey House by the City.

The City Clerk stated the initial start date for the project is March 1, however, that date was pushed back due to Pishny not being able to begin work until the fall of 2016. Therefore, the chinking, daubing and other work may not be done until spring of 2017. The project runs from March 1, 2016 to July 1, 2017. Peggy Clark is currently working with Heritage Trust to move up the roofing and gable work so that the project can begin. Ms. Clark is also working with Dovetail Construction about the getting pricing for the roof work, as this will not be done by Pishny.

The City Clerk stated she spoke to the auditor today about the funding for the Bailey House project. He suggested transferring the funds from City 1% to the Bailey House fund instead of Capital Improvement for better record keeping. She stated the transfer from City 1% to the Bailey House fund would be approximately \$47,173 for the project. Cole stated that due to some of the work not being done until 2017; to transfer the funds need to cover the items that will be completed in 2016. The City Clerk stated that she would have more information on the project items that would most likely be done in 2016 and transfer funds accordingly.

After further discussion, Cole made the motion to approve and authorized the Mayor to sign the grant agreement. Kneisler seconded, motion carried.

- c. WATER LINE PROJECT - S. ZERR: Steve Zerr discussed with the Council the estimates from Torgeson in regards to boring underneath 75 Highway to get water service to his property. Mr. Zerr stated they would pay to install the two-inch line and provided a secondary estimate for upgrading to an eight-inch line as discussed at a previous Council meeting.

The City Attorney stated historically any person extending a utility main paid the cost up front and the City was involved in the inspections and facilitating any required permits, however, did not provide any financial assistance. He stated that once the line is completed and approved by the City, they would accept responsibility of the line from the meter backwards. After a lengthy discussion about the estimated costs and line size options, it was consensus of the Council to proceed with the two-inch line and to send a letter to Mr. Zerr.

- d. PATROL CAR PURCHASE: The Police Chief provided Council with the cost and pictures of a patrol car the Kansas Highway Patrol has for sale. He stated it is a 2013 Dodge Charger with 49,000 miles and they are asking \$18,000. The Chief stated the car comes equipped with the lights and siren and he would only need to transfer the radio and radar from the other car to be road-ready. He stated the only other thing needed is to order the graphics. After further

discussion, Watson made the motion to approve the purchase for \$18,000 from the Law Enforcement fund. Patterson seconded, motion carried.

- e. **LEARNING CENTER AT JONES PARK:** The City Clerk stated she received an email from Brad Loveless with the Westar Green Team about working on the learning center at the Jones Park Trail. She stated they are planning to work on March 17 and March 18 to install stringers to the poles so the nailers and metal roof can be installed as a next step once this is completed. Patterson stated he has been unable to get in contact of Mr. Loveless to set date for the roof project in order to schedule volunteers to help. The Maintenance Supervisor will contact Mr. Loveless and coordinate the work with the Green Team to complete the learning center and gather volunteers.
- f. **MEMORIAL AT JONES PARK TRAIL:** The City Clerk stated the Kansas Department of Wildlife, Parks and Tourism approved the memorial request at the Jones Park Trail and that the only stipulation is that pictures before, during and after the project are completed be submitted to KDWP. The City Clerk stated she notified Cathy Wilson of the project approval. Mrs. Wilson stated she would take the pictures and send them to the City Clerk to forward.
- g. **JONES PARK LIGHTING INSPECTION:** The Maintenance Supervisor stated the quote from Brandy Electric is to inspect the sixteen poles at the ball diamonds at Jones Park for the Jones Park Use Agreement. The price includes IML Resistograph testing on each pole at ground level as well as visual inspection for dry rot, ants, etc. Morrison made the motion to approve the bid from Brady Electric for \$1,300 to test and inspect the ball field lighting. Watson seconded, motion carried. Watson asked notification be sent to USD 421 and Lyndon Rec of the City's action in assessing the condition of the lighting.

7. NEW BUSINESS:

- a) **SUMMER HIRING:** The City Clerk stated hiring for pool will begin next month and that the pool manager has re-applied for the position. After further discussion, Cole made the motion to hire Lisa Reeser for pool manager and at the same wage as the previous year. Watson seconded, motion carried.

Last year's guards were notified to re-activate their applications by March 21 and so that we may would know by then how many planned on returning. The City Clerk and Pool Manager will conduct the interviews and provide recommendations and the Council will hire the positions for Assistant Manager and lifeguards.

Mayor Smith asked if there was any action needed on the maintenance position. The City Clerk stated the ad for the position would run this week for the second time in the newspaper and another week online. After further discussion, it was consensus of Council to review applicants at the March 21 meeting.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: The commission met on March 2, 2016 at 6:30 and continued discussion on the Comprehensive Plan. The Council and Zoning Administrator briefly discussed the current plan.
- c) PUBLIC WORKS: Council received a copy of the Maintenance Activity report.

Mayor Smith asked how much painting remains on the bleachers and concession stand at Jones Park. The Maintenance Supervisor stated that Dani Criqui said that would be finished over spring break. He also stated he spoke with the Lyndon Rec Director and they are thinking about wrapping fascia around the concession stand instead of painting it.

Watson briefly discussed the siren protocol during severe weather and the Maintenance Supervisor stated it is controlled by the Sheriff's office. He asked if the noon and six o'clock sirens were still done in town and it was noted this was stopped a few years ago.

- d) CITY CLERK: The City Clerk stated the auditor was in today and has been working with him.

The Color Me Kind Color Run is Saturday, March 12 at 9 a.m. She provided the Council the route, which included where color will be thrown on the trail and in the parking lot.

The Daddy Daughter Dance is Sunday, April 24 from 2-4 p.m. at the Lyndon Elementary School Gym.

Citywide Garage Sale is June 18 and Citywide Clean Up is the week after on June 25.

The City Clerk stated that she and Council member Cole would attend the budget meeting on June 10, 2016.

The Knockout Cancer 5K is on April 16 at the Lyndon Community Center.

9. COUNCIL/MAYOR COMMENTS AND REPORTS: None.

10. EXECUTIVE SESSION:

Kneisler made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney, City Clerk and the Maintenance Supervisor attending. Patterson seconded, motion carried. Council reconvened with no binding action taken.

11. ADJOURNMENT: Patterson made the motion to adjourn to Monday, March 21, 2016, at 7:00 p.m. for the regular meeting. Watson seconded, motion carried.

A handwritten signature in cursive script, reading "Julie Stutzman".

City Clerk